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Subject: Fundraising

Ben,

To recap our luncheon meeting, we are taking the following approach regarding potential contributors to the Crime Commission:

1. Several months ago, you sent letters to approximately 20 previous contributors asking for their continued financial support. Some have already responded with contributions, and some have not. For those who have not, we will hold off for now.
2. We identified several previous donors (five, I believe) to whom you have not sent letters. I will draft a letter to them for both of our signatures.
3. We will continue working with various private sector board members urging them to organize gatherings at which we make presentations - and encouraging them to get their own contributions in to the extent they haven't. (I thought the meeting with Pierce was good today, and there are a few more private sector board members with whom we need to meet.)
4. You have developed a list of Chamber members who are potential donors. I will try to set up a presentation at a Chamber function. (I have placed a call to Phil Trenary.) We will then follow up with letters.
5. We will target several major businesses who have to date not been supporters but who could potentially be major contributors. (ServiceMaster is an example.)
6. There are several previous contributors with whom you are not familiar (primarily individuals). Linda will do a little research on these, and we will decide how to handle.

Let me know if I've left anything out or misstated anything.

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